

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

DEPARTMENTS OF THE ARMY AND AIR FORCE
OFFICE OF THE ADJUTANT GENERAL
NORTH CAROLINA NATIONAL GUARD
HUMAN RESOURCES OFFICE
4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607-6410

ANNOUNCEMENT #: ARNGT 07-009/ANG 2007-03

OPENING DATE: 12 January 2007

CLOSING DATE: 12 February 2007

ANTICIPATED FILL DATE: 1 Apr 2007

POSITION TITLE AND NUMBER

Information Technology Specialist (INET/VI and Web Coord)
PDCN 90013C/W/E00, MD #: 1224-550

UNIT/ACTIVITY AND DUTY LOCATION

JFHQ-NC-J6
NCARNG, Raleigh, North Carolina

GRADE AND SALARY (Includes Special Salary Rate)

GS-2210-11 \$55,429.00 - \$72,060.00 per annum

EMPLOYMENT STATUS

Excepted Service

WHO CAN APPLY: The area of consideration for this announcement is the NATIONWIDE. Applications will only be accepted from current Excepted employees of the North Carolina National Guard, current military members of the North Carolina National Guard and individuals who are eligible and willing to enlist in the North Carolina Army National Guard.

HOW TO APPLY: Interested applicants may apply by submitting an Application for Federal Employment (Standard Form 171), Optional Application for Federal Employment (Optional Form 612), resume or any other form of application. It is REQUIRED that the Knowledge, Skills and Abilities (KSA) listed below be addressed and attached to the application. The application and KSA Statement should be mailed to the North Carolina National Guard, ATTN: OTAGNC-HRO, 4105 Reedy Creek Road, Raleigh, NC 27607-6410. It must be received not later than the closing date or if mailed postmarked by the closing date. **NOTE:** Information that must be provided when applying for a technician position is as follows: announcement number; name; address; telephone number; social security number, date of birth; citizenship; education; work experience; and other job-related qualifications. For more information, call 1-800-621-4136 ext. 6172/6431. Faxed or E-mailed copies will not be accepted.

QUALIFICATION REQUIREMENT: Must have 36 months specialized experience which demonstrates that the applicant has acquired the below listed KSA's.

KNOWLEDGE, SKILLS ABILITIES (KSA'S)

Below are listed the KSA's for this position. Applicants must address each KSA individually in paragraph format by explaining any civilian and military work experience (with dates) that provided that KSA. It is required that this statement be attached to the application. Failure to do so will result in the applicant not being considered for this position. For more information or assistance, call 1-800-621-4136 ext. 6172/6431.

1. Knowledge of and skill to apply current Internet technologies, standard Internet protocols, Internet server operations and operating systems to the design of the web site.
2. Knowledge of Internet security principles and protocols, usability concepts, i.e. navigational aids, site architecture, knowledge management, and information delivery systems that enable all potential users to access information contained on the Web pages.
3. Knowledge of current Web-based application and accessibility technologies, U.S. copyright laws, accessibility factors including those specified in Section 508 of the Rehabilitation Act of 1973 (as amended in 1998) to advise on the appropriate use of copyrighted material and ensure compliance with the Americans with Disabilities Act.
4. Knowledge of standard database management principles and methods, and programming and scripting languages.
5. Skill in determining the most appropriate methods for delivering information via the Internet, design and develop Internet applications that meet the state's electronic requirements for services to internal and external audiences.
6. Ability to organize work, set priorities, determine resource requirements, monitor progress and evaluate outcomes of all assigned programs.

CONDITIONS OF EMPLOYMENT: 1. Occupants of this position must maintain continuous military membership in the North Carolina Army National Guard (NCARNG). NCARNG status (military grade, MTOE or TDA assignment, MOS/SSI,

military unit) and experience must be entered on the application. The recommended applicant will not be approved for appointment until they occupy a compatible MOS in the NCARNG shown under Military Assignment on the reverse side of this announcement. 2. The applicant selected for this position will be required to participate in the Direct Deposit/Electronic Fund Transfer Program.

MILITARY ASSIGNMENT: Assignment to a compatible Officer, Warrant Officer or Enlisted position in the NCNG is mandatory. (ARNG: Off: 25 and 53; WO: 250N, 251A; Enl: CMF 25B/D/Y) (ANG: 33XX, 3A0XX, 3C0XX, 3V0XX)

EVALUATION FACTORS USED: Personal interviews, review of application and the KSA Statement.

PRINCIPLE DUTIES AND RESPONSIBILITIES: . Plans, designs, develops, tests, implements, and manages the Internet, Intranet, and Extranet activities, including systems/applications development and technical management of web sites. Reviews agency policies concerning web sites and develops state policies accordingly. Interfaces with all state staff offices and units to collect files, data, publications, and current information, in an electronic format, to consolidate, organize and create interactive web pages with necessary hypertext links to produce accessible "online" information. Manages Internet server operations through continuous maintenance and updates of information as dictated by the staff offices and units. Works with the functional proponents of databases to convert those databases to interactive HTML web page files. Assists staff offices and units with technical advice and information for efficient data transmission into web pages. Ensures all material presented is in compliance with copyright requirements and that Web design is in compliance with Americans with Disabilities Act for accessibility. Works with the Database Manager to develop interactive databases for applications on the web. Plans and administers the state's VI program. Develops policies, directives, and standard operating procedures (SOP). Manages the state's VI architecture, ensuring all changes are properly documented. Maintains close liaison with Department of Army, Department of Air Force, National Guard Bureau (NGB), federal and state agencies, business leaders, STARC staff and operational personnel to ensure efficient VI operations. Forecasts and executes the state's VI budget, to include procurement of equipment and supplies. Coordinates all activities related to the full range of VI products and services for the state such as still photography (photo-chemical and digital video), manual and computer-generated graphics, presentation services (conference rooms and classrooms), VI equipment and product loan, video (acquisition, production, post-production and duplication), audio (production and duplication), video teleconferencing, closed circuit television, and master antenna and cable television. Coordinates with various outside agencies/contractors on projects that may involve research, procurement and installation of contract services. Directs design of unique projects from inception to completion through application of innovative solutions in the use of multimedia technologies. Accepts or rejects customer produced or procured materials. Analyzes statistical information, personnel data, or general descriptions of information to be visually depicted. Selects appropriate visual media for the project that will best represent the information to be presented. Manages production of electronic and printed material in the form of slides, displays, newsletters, pamphlets, web pages, posters, and leaflets for various activities. Directs page layouts allowing for line art, photographs, graphs and other graphics. Provides higher-level management with VI products, services, consultation, facilities (studio or presentation room) and equipment to support functional areas, to include command and control, training, logistics, medical, personnel, special operations, engineering, and public affairs. Manages the state Visual Information Support Center. Responsible for training and coordinating equipment usage. Manages stock videos, audio computer graphics, slides, photographs, line drawings and hardcopy clip art libraries (to include manuals, CD ROMs, videotapes, videodisks, etc.). Maintains the state defense visual information activity number (DVIAN) account. Coordinates VI usage logs and submits required reports. Performs other duties as assigned.

ADDITIONAL INSTRUCTIONS: 1. Applicants are requested to identify, on a separate sheet of paper, their race and national origin from one of the following categories; Male or Female; American Indian or Alaskan native; Asian or Pacific islander; Black, not of Hispanic origin; Hispanic; White, not of Hispanic origin. Submission of this information is voluntary and will be used in support of the NCNG Equal Employment and Affirmative Action Programs. 2. Participants in the Selected Reserve Incentive Program will be administered as prescribed by NGB Pamphlet 600-15. 3. A permanent change of station (PCS) will not be authorized for the individual selected for this position unless agreed upon in advance by HRO and a PCS order is prepared prior to effective date. 4. Males born on or after 1 January 1960 must be registered with the selective service in order to be considered for federal employment.

INFORMATION SUBMITTED WILL BE USED ONLY IN ACCORDANCE WITH THE PRIVACY ACT OF 1974

DISTRIBUTION: A, B, C-3, G-25, H-3, J-3, K-3, M, N-12, P-9, Q, W-2, Y-2, R: HRO-1, AGAV-1, AGCS-3, DCSANG-1, J4-4, J3-3, J1-3, FMCB-2, IG-1, SCSM-1, SRAA-1, VCSOP-1